



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		RJS FIRST GRADE COLLEGE
Name of the head of the Institution		Dr. P. Nagabhushana Reddy
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		080-25525534
Mobile no.		9481451695
Registered Email		rjsfgc@yahoo.com
Alternate Email		rjsfgcnaac2019@gmail.com
Address		No.1, Mahayogi Vemana Road, 16th Main, Koramangala, 3rd Block, Bengaluru - 560034.
City/Town		Bengaluru
State/UT		Karnataka
Pincode		560034

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	private
Name of the IQAC co-ordinator/Director	Ms. Jyothi R
Phone no/Alternate Phone no.	08025525534
Mobile no.	9742770424
Registered Email	paps_20052005@rediffmail.com
Alternate Email	jyothiramachandra24@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://rjsfgc.edu.in/pdf/AOAR2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://rjsfgc.edu.in/pdf/calender-of-events.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.47	2014	21-Feb-2014	20-Feb-2019

6. Date of Establishment of IQAC	21-Jun-2012
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Smile	30-Sep-2018	500

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	NIL	NIL	2018 0	0

[View File](#)

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

World environmental day

International yoga day

Workshop on competitive examination

Expert classes

Career guidance and placement

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Academic year odd semester	Started
Smile	Students active participation
Student council selection	Formation of student council
NSS Special Campus	Students participation was good
Internal weekly test	Good response in students attendance
International yoga day	Students active participation
World Environmental day	Students active participation
Orientation day	First semester students
Student admission to first semester	Completion of admission process
Intercollegiate Cultural Fest	Students active involvement
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
RJS FGC Governing Council	21-Mar-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2019
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Date of Submission	05-Feb-2019
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	As a part of management information system the institution has tally software for all the transactions. MIS through circular social media , GC meeting, alumni meet, college website, SMS, Whatsapp, email, to the staff and students.
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Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

RJS FGC has an accessible mechanism for well planned curriculum delivery. Accordingly at the beginning of each academic session, college prepares its proposed academic calendar, which is uploaded in the college website. The proposed academic calendar is prepared according to the notices and circulars received from the affiliating universities- Bangalore University(BU) and Bengaluru Central University(BCU). Academic calendar of the college consists of information about number of teaching days, dates of internal examinations, curricular, and co-curricular activities. As an affiliated College of Bangalore University(BU) and Bengaluru Central University(BCU) ,our institution strictly adheres to the curriculum and syllabi prescribed by the universities. Apart from this prescribed curriculum, the College has strategized ways and means to strengthen the teaching-learning process in the following ways: 1. Academic plans are based on the calendar of events of affiliating Universities , Advance planning of Academic activities and calendar are in alignment with the University issued Calendar of Events. 2.Orientation programme is organized every year for newly admitted students to make them aware of the mechanism for curriculum delivery and implementation. 3.Based on the syllabus provided by affiliated university, all the departments conduct meetings for allotment of classes and syllabus distribution among the teachers. Students are given details of classes and assignment by the faculties at the beginning of each semester. 4. Formulation of objective driven teaching plan at the beginning of each semester through the preparation of adequate learning materials/resources. 5. Updated library facilities with e-journals, Maintenance of course files by all faculty members which contains lesson plan, notes of lesson, question bank and performance details of the students 6.Adopting new and innovative teaching techniques, in addition to the traditional lecture method to get the students actively involved in the teaching learning processes and employing learner centric techniques such as web related assignments, peer learning, group discussion, use of NPTEL lectures, case studies, projects, surveys, quiz etc., in the delivery of the academic courses. 7. Well planned contemporary video shows depicting the latest technologies for each discipline is organized by the institution, to meet the challenges in technical environment. 8.The students are allowed to discuss, deliberate and innovate upon the ideas amongst themselves and also with the staff members. 9. Entrusting the teaching faculty with the task of mentoring the students on academic and personal issues, thereby strengthening the bond between teachers and students, leading to a better learning atmosphere and to sustain their performance. 10. Organizing suitable invited guest lectures by industry personnel and industrial visits to improve the effectiveness of implementation of the curriculum designed as specified by affiliated Universities. Course allotment is based on competency matrix, experience and performance in previous years. 10. Time table framed with provision for library hours. 11. The periodical review on the portions covered by the staff members and the student's attendance is done by the Head of the department and the Principal. Also the course delivery and syllabus completion is monitored through formal and informal feedback.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Tally	NA	13/11/2018	50	Employability	automated calculations

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
PG Diploma	NIL	02/07/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	General	02/07/2018
BCA	Computer Application	02/07/2018
BSc	Physics, Mathematics, Computer Science	02/07/2018
BSc	Biotechnology, Genetics, Bio chemistry	02/07/2018
MCom	General	23/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	126	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Soft skills	07/01/2019	234
Placement and Training and Campus Recruitment	26/10/2018	32
Training in java and Php	07/01/2019	134
Exploring Bio-Informatics at Basic	28/08/2018	45
Exploring Bio-Informatics at Basic	07/01/2019	20
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	NIL	0
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes

Parents

Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

Feedback Obtained on the teaching-learning process is received from students as Students satisfaction survey based on a structured questionnaire framed and approved by the IQAC of this college. The questionnaire can be downloaded from the website and Students can drop their filled in feedback form in the feedback receiving boxes present in the college campus. The received feedback is then analyzed by the IQAC and it is also forwarded to the Head of the institution with necessary suggestions based on this feedback. Teachers provide informal as well as formal feedback to the head of the institution on different academic, administrative and other affairs related to the college. College will receive feedbacks from the suggestion box fixed in the Principals office. Departments receive feedbacks from parents through parent teacher meetings and discuss different issues related to the overall development of their ward. The college is planning to extend online feedback system in other areas also from the academic session 2019-2020.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MCom	General	50	42	38
BSc	Biotechnology, Genetics, Bio chemistry	70	71	43
BSc	Physics, Mathematics, Computer Science	60	42	25
BCA	Computer application	80	97	58
BCom	General	210	265	159
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	825	80	33	5	38

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of	Number of	ICT Tools and	Number of ICT	Numberof smart	E-resources and
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Teachers on Roll	teachers using ICT (LMS, e-Resources)	resources available	enabled Classrooms	classrooms	techniques used
38	36	6	6	0	1
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

In house mentoring system is adopted in our institution to fulfil the following objectives. • To increase the faculty–student contact hours for the academic progression. • To redress the grievances of slow and advanced learners. • To prepare the students for their final examination. • To encourage the students in skill based learning through effective teaching methodologies. In view of implementing the above objectives, RJSFGC has been focusing upon the mentoring of the students since the beginning of semester. Every year the orientation for the first year students is organised on the first day and students are informed about the mentoring system. The faculty class co-ordinators are informed to identify the slow and advanced learners based on their performance in previous exams. Also the details such as contact numbers, percentage of marks in their previous examinations are obtained. All the Departments are asked to maintain the records of class tests, attendance of students and other activities to review the progress of the students. The faculties regularly interact with the students through personal meetings, social networking sites and also in the Parent – Teacher meet to redress their grievances. Faculties also provide examination based question and answers on each topic and also try to provide the answers for the difficult questions. Faculty also help the students in their overall development by providing tips on their career guidance and motivating them to take up competitive Exams, Certificate courses and skill development programmes. Outcomes of Mentoring System: 1. Significant improvement in the student-teacher relationship 2. Active involvement of students in the learning process. 3. Improvement of results in the University Examination 4. Student achieved University rank from BSc PMCs department.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
905	38	1 : 24

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
11	11	0	11	0

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	NIL	Professor	NIL
2019	NIL	Professor	NIL
No file uploaded.			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination

MCom	PG	2018-2019	22/07/2019	09/11/2019
BCA	UG	2018-2019	21/06/2019	24/07/2019
BCom	UG	2018-2019	21/06/2019	24/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As a part of continuous evaluation system, RJSFGC has considered the following parameters in assessing student's overall performance: Internal tests exams Allotment of assignments Class attendance Campus discipline Co-curricular and extra-curricular activities Accordingly, the time table is prepared in such a way to accommodate weekly test by allotting the first period on Monday and last period on Saturday of every week. This will help the students to prepare well and write the test. Also the teacher will get time to evaluate the answer paper. Each student will be provided a separate blue book to write the internal test for whole year for each subject. Regularly students are asked to submit the assignments on their respective subjects within the stipulated time. Every month consolidated attendance of students is displayed in the notice board. Students were expected to adhere to the institutional rules and regulations. The institution also conducts the VALUE ADDED courses at the beginning of the Odd Semester as well as the Even Semester for all the streams in the areas of Soft skill, Tally, Placement and training, training in Java and Php, basics in Bio-informatics, Advanced Bio-informatics which enable them to improve the personality development of the students. Also counsellors from outside are invited to counsel the students to redress their grievances.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institution is an affiliated college which follows calendar of events prescribed by the University. The college circulates the academic calendar of events among the students at the time beginning of academic year. Accordingly, the students were informed about the university notices, circulars related to the examinations from time to time through students notice board, sending SMS and also verbally by the faculty members. All departments conduct the internal test as per the calendar of events given to all students and all teachers prepare the question papers for their respective subjects. Each student is given a separate blue book for writing the test by allotting the register numbers similar to the final exam. All teachers are given time to value the books and asked them to submit the marks for all the test. Students are informed to pay the examination fees when it is called by the university to pay online / personally to the office and the same is endorsed to the University. The teachers are informed to upload the internal assessment marks as informed by the university in its website. There is a separate Examination Committee to organise the internal test as well as university examination. The Examinations are conducted at the end of each semester as per the guidelines of the university.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://rjsfgc.edu.in/pdf/LEARNING-OUTCOMES.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage
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			final year examination	examination	
PG	MCom	General	42	42	100
UG	BSc	Biotechnology, Genetics, Bio chemistry	20	15	77.7
UG	BSc	Physics, Mathematics, Computer Science	22	14	61
UG	BCA	Computer Application	57	52	94.9
UG	BCom	General	141	120	85
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.rjsfgc.edu.in/pdf/STUDENTS-SATISFACTION-SURVEY-ON-OVERALL-INSTITUTIONAL-PERFORMANCE.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	0	0	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Workshop on women's health and hygiene	BCA, BCOM, BSC	03/04/2018
Seminar on XML, web series	BCA	20/04/2018
Seminar on theory of computations	BCA	23/04/2018
Seminar on system programming	BCA	26/04/2018
Workshop on skill development programme	B.COM	17/09/2018
Red cross	BCA, BCOM, BSC.	28/09/2018
Expert talk on digital electronics	BCA	06/10/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	02/07/2018	NIL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
KRJS Campus	Vemana Business Incubation Center	KRJS	VIT	To create Entrepreneurship and Startup Eco-System and to motivate young generation to become Job Providers instead of job seekers.	27/08/2018
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	NIL	0	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Bio-technology	12
Hindi	2
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
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NIL	NIL	NIL	2018	0	NIL	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2018	0	0	NIL
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	8	17	10
Presented papers	1	5	0	0
Resource persons	1	0	0	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Plantation drive in college(19/2/2018)	RJSFGC	25	85
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Plantation drive in college	RJSFGC	Enivonmental awareness	25	85
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	0	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	02/07/2018	02/07/2018	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Seveth Sense	03/08/2018	Soft Skills	369
System Domains	03/08/2018	Extra Curricular exposure	134
Hally Labs	03/08/2018	Bio- infomatics	65
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
17	10.92

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Others	Newly Added
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
LIBSOFT-Library Management systems	Partially	9.8.5.0	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	11430	2312437	7	1469	11437	2313906
Journals	56	53775	19	22025	75	75800
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Chakradhari P	Unix Operating System	Department of BCA	12/01/2019
Vadivelu R	Visual Programming	Department of BCA	12/01/2019
Hemasundari J M	DBMS	Department of BCA	12/01/2019
K.L Rajesh	Income Tax	Department of Commerce	29/01/2019
Uma Rani	Management Accounting	Department of Commerce	29/01/2019
Jayalakshmi	Business regulation	Department of Commerce	29/01/2019
Naveen P	Mathematics VII and VIII	Department of PMCs	15/01/2019
Jyothi R	Industrial Bio-technology	Department of Bio-technology	19/01/2019
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	93	2	2	1	2	1	4	40	0
Added	12	0	0	0	0	0	0	100	0
Total	105	2	2	1	2	1	4	140	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

140 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and
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	recording facility
BCA E-Contents	http://www.rjsfgc.edu.in/bca.html
B.COM E-Contents	http://www.rjsfgc.edu.in/bcom.html
B.Sc (PMCs) E-Contents	http://www.rjsfgc.edu.in/bsc-pmcs.html

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
6050000	809861	1700000	418530

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

RJSFGC has well established systems for maintaining both physical and academic facilities. There are specific personnel appointed for maintenance of infrastructure. There are totally 18 classrooms, with 4 classrooms with ICT facility. Cleaning and maintenance of all classrooms and the entire campus is done on a daily basis. We have well equipped laboratories for each department - Computer lab, Physics lab, Bio-Technology Lab. Each laboratory has a staff member appointed. All the records of students utilizing the lab, stock register of all equipment's and all the other details are well maintained. Lab-in-charges record the details of all equipment in respective registers. In case of breakdown of equipment, the same is recorded in the register. Regular cleaning of the laboratories is done by the support team in the presence of lab technicians. Fire Safety equipment is maintained in the institution as precautionary measure. Regular inspection of labs is organized. The following is displayed on the notice board of the lab: Student roll number along with batch number, Timing of lab hours, Lab rules. There are 3 Computer labs with a total of 120 computers and all systems have internet facility. Maintenance of systems with updated software is done regularly. The college has a library, where all books related to the curriculum are available and the library has open access by all students and faculties. The Library works on all working days between 9:00 am to 5:00pm. In addition to the regular classes Library hours are allotted for all students to utilize the library facilities. Registers are maintained to record all the details of students and staff utilizing the library. Books are issued through library cards. Two library cards are provided to each student and 5 cards are provided to faculties. One book can be borrowed on each card. Books should be returned on or before the due date. For late submission of books, cards would be held up for the period of delayed no. of days. If the books are lost or damaged, the borrower has to replace a new copy of the same. The library has 15 computers with internet facility. The college has a sports room with all the sports equipments well maintained. A sports committee is created to handle the matters and concerns related to sports. This committee consists of students as well as concerned faculty. Meetings are conducted by the committee regularly. Issues like Financial - Budget preparation, allocation of budget, Planning, and conducting of various sports competitions are discussed in these meetings. Every year Annual Athletic Meet is organized in College, where all students take part actively in various competitions conducted. Apart from this the college conducts various other inter college competitions. Students from other colleges also take part. A list of the required sports equipment is for each academic year is given separately. The formulated requirement proposal is submitted by the committee to the concerned authorities. The details of sports equipment are

maintained in stock register. Students are permitted to play during the sports hours.

<http://www.rjsfgc.edu.in>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Poor Boys Fund, Scholarship for Meritorious students SC, ST and OBC category, Minority Scholarship	121	1945250
Financial Support from Other Sources			
a) National	Backward classes welfare Taluks Social welfare department, OBC	216	1394620
b) International	NIL	0	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Remedial Coaching	12/02/2019	40	Handled by the Internal Institutional Faculties
Personal Counselling and Mentoring	05/03/2019	143	Handled by the Christ University , Department of Psychology, Handled by the Internal Institutional Faculties
Soft Skills	07/01/2019	369	Seventh Sense Talent Solutions, Salvin Info Systems
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed

2019	Mentoring related to Career counselling and guidance for students	0	270	0	73
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	10

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
CAPEGEMINI, WIPRO, ICICI PRUDENTIAL, NANI TOYOTA, EL CAMINO, ACCENTURE	290	93	TCS, accenture	5	2
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	3	BSC	PMCS	Bangalore University, Government Science College	MSC
2019	9	BCOM	Commerce	RJS IMS	M.Com MBA
2019	15	BCA	Computer Application	The Oxford Eng. College, JyothiNivas College, Oxford College of Science, CMR, RV Eng. College, Bangalore University	MCA
2019	7	BSC	Biotechnology	Bangalore University	MSC

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	10
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Inter-Collegiate Chess Competition	College Level	1
Yogasana Championship	National Level	5
Boxing Competition	National Level	1
Badminton Tournament	National Level	1
Cricket	National Level	2
Volleyball Inter University Competition	University Level	1
Inter-Collegiate Sports activity	College Level	100
Inter-Collegiate Cultural activity	College Level	112
Inter-Collegiate Cultural activity	College Level	182
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NIL	National	0	0	0	NIL
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The purpose of 'Student Council' is to give students an opportunity to develop leadership by organizing various activities to learn about democratic process, civic responsibility, leadership qualities, teamwork, and problem solving abilities. RJSFG College has also 'Student Council' nominated by the students in consultation with HOD's based an academic performance, percentage of attendance, participation in events and activities. Student's representation in the student council is 'unique' in that they are managed by the students for the students , by the Student Council activities involve in planning, organizing executing various activities of the institution under the guidance of the faculty co- coordinators.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

"OLD IS GOLD". Having faith in this wonderful phrase we (RJSFGC) conducted an Alumni Meet. Many Alumni's took part in this programme which helped them for reunion and to cherish all their golden memories in our college. Our Principal inaugurated the meet. On this occasion the entire Alumni's shared their experiences about the wonderful journey in our college and also suggested different ways to support for the welfare of the college. Office bearers of Alumni Association for academic year 2018-19 were also elected. Incharges for various other criteria were also selected. Many Alumni's have promised for better placement assistance for our students. It was also decided to conduct Alumni day on 2nd Saturday of December in the upcoming years. We wish a grand success for all our Alumni's in their future endeavors.

5.4.2 – No. of enrolled Alumni:

214

5.4.3 – Alumni contribution during the year (in Rupees) :

19821

5.4.4 – Meetings/activities organized by Alumni Association :

SMILE is one of the institutional social responsibility that is initiated by Student council of RJSFGC , the Alumni play an important role in organizing the event NSS Special camp at Mantapa village was organized for 7 days where alumni involved in some of the social events

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institute has various statutory bodies' for development of policies, regulations, guidelines their implementation and continuous improvement 1. Governing body 2. Finance committee 3. Academic committee 4. Admission committee 5. Examination Committee The institution practices decentralized and participative management approach in all its activities and decision making by involving Principal, In-charges, Head of the department and faculty members at all levels. The various committees are in place to review the progress in various functions and accordingly take necessary action for ensuring excellence in respective areas. The culture of participative management is promoted by including members from teaching, non-teaching, students, alumni, employers and parents. They are involved in decision making at various levels. The Institute has laid down structure supported by qualified and competent teams. The administrative and academic responsibilities are decentralized to provide effective educational leadership for effective implementation and monitoring of various policies, regulations and guidelines at various levels. The faculty and staff members are involved by the leadership in developing and implementing the management system at various levels. The faculty members are nominated in various statutory bodies and committees for decision making and managing the various functions of the institute. Regular inputs are taken from faculty and staff through monthly meetings of the faculty / brain storming sessions for continuous improvement in the system.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	<p>Our college is affiliated to Bangalore central university. To enrich curriculum, the college is providing various value added courses like soft skills, tally, training and placement to the students. In addition to that the college is providing an opportunity and various facilities to the students and teachers for the promotion of educational excellence, enhancement of quality of faculty and staff for outstanding performance. The college has adopted various strategies and action oriented plan to reach its goal. It has identified its strength and weaknesses. The valuable suggestions and observations made by peer committee of previous assessment are analyzed and most of the suggestions are implemented. The institution has IQAC to review the progress of implementation of strategic plan and policies of the college and take corrective action to achieve the goals. The strategic plan is focusing on setting annual academic plan and achieved through accountability process, comprising of review, evaluation, report and re-plan where ever necessary. Our college is affiliated to Bangalore and Bengaluru central university. The college has adopted various strategies and action oriented plan to reach its goal. It has identified its strength and weaknesses. The valuable suggestion and observation made by peer committee of previous assessment are analyzed and most of the suggestions are implemented. The institution has IQAC to review the progress of implementation of strategic plan and policies of the college and take corrective action to achieve the goals. The strategic plan is focusing on setting annual academic plan and achieved through accountability process, comprising of review, evaluation, report and re-plan where ever necessary. The college has constituted different committees to monitor strategic action plan the perspective plan is developed keeping in mind that vision mission and objectives of the institution. The measures taken by various committees</p>

are as follows • Introduction of value added courses and certification course

- Up gradation of computer lab facilities
- gradation of library
- Placement cell activities are strengthened
- Special lectures, conference, seminar and workshop were organized.
- Faculty development programmes were organized to empower the faculties.
- The faculties are actively involved in curriculum design and development.
- ICT component through E- learning
- Add on course (soft skills) started to reach out rural.
- INFLIBNET software E-resources and e-journal are provided to the students. Lib Journals , E- journals
- The college is providing industrial oriented academic projects.
- Promoting the students to take up internships
- Motivating the staff to take up higher education like M.Phil, PhD,
- Arrangements are made for alumni to get involved in college activities
- Women Empowerment Cell organized gender equality and gender sensitivity programmes in the college premises.

Teaching and Learning

Teaching-Learning is the major part in the development of student's overall personality. Teachers play an essential role in making students reach to a higher level. While evaluating teaching and learning process, it also considers Interactive instructional Teaching-Learning is the major part in the development of student's overall personality. Techniques that engage students in higher order 'thinking' and investigation, focused group discussions, debates, projects, presentations, experiments, internship and application of ICT resources. It also probes into the adequacy, competence as well as the continuous professional development of faculty who handle the programmes of study. The institution also focuses on techniques used to evaluate the performance of teachers and students continuously.

Examination and Evaluation

The evaluation of the students has become internal as well as an integral part of the teaching-learning process. The assessment of the students has taken into account a number of essential abilities such as drive and capacity for hard work, leadership and team-work, motivation, quality of

imagination, skilled use of hands, etc. For evaluating a student's performance, the instructor of a course will award marks depending upon three internal examinations, semester-end examination and at least one of the following kinds: home assignments, laboratory work, term paper, seminar or any other assignment, Attendance is also considered which is necessary for assessing the student's performance. The record of such distribution for each course will be maintained by the Head of the concerned department.

Library, ICT and Physical Infrastructure / Instrumentation

a) Library - Separate reading rooms for boys and girls (b) ICT - All faculties have access to ICT resources. New computer lab has been started (c) Physical Infrastructure:- The institute focuses on providing (i) Fire safety (ii) Increase in the number of girls toilets to reflect the change in student composition . (ii) Building repair and extension:- Is conducted on the basis of departmental requirements, recommendation of IQAC/management/building department/students welfare committee etc. and availability of funds. (d) Instrumentation:- Each practical department is sanctioned adequate amount of money for instrumentation in the beginning of the year which they can utilize as per their need.

Human Resource Management

Biometric attendance, Online Time Table etc. • Faculty members are encouraged to apply for FDPs, Workshops . • Faculty is also given support for paper presentations, attending conferences and seminars leading to rounded improvement of the intellectual property in RJSFGC. • Faculties were appraised motivated for further enrichment with research aptitude. All staff is computer literates with MS word Excel.

Industry Interaction / Collaboration

Industrial visit are made to study the activities of Industries. The collaboration with other education / other institutions are encouraged. Departments are also encouraged to make their course of study relevant to industry. Industrial visits, lectures by industry experts and domain experts are regularly conducted.

Admission of Students

Admission is strictly by merit and in

accordance with the reservation policy of the state government.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Administration	<p>The Administration of the College functions with E-governance system at College level. Even though the college tries best to keep in touch with latest tools of administration with available tools in hand. Smartphone with inbuilt social app like Gmail and WhatsApp they share the notes to students. It helps to provide the brief notice of any event on college WhatsApp Group for awareness and of smooth functioning of the same. The college has Biometric attendance for teaching and non-teaching staff. The college campus is equipped with CCTV Cameras at every place of need.</p>
Finance and Accounts	<p>The college uses the Tally software for E-governance for transparent functioning of Finance and Accounts department of the college. This helps to increase the efficiency of staff towards the accuracy in financial transactions. The college conducts regular audit of annual books of accounts. The administrative office keeps the all financial records separately for the events. The administrative office maintains the Books of Accounts properly which helps in auditing procedure.</p>
Student Admission and Support	<p>The most important key factor of the college towards the students admission and support is that college has a system which allows the student to take admission with minimal fee. This is one of the important things which supports some students who are facing financial issues. College has extended a helping counter for the students which provides several services such as Admission Form Filling, Examination form filling as well as Scholarship Form filling at one place only. This service counter protects the students from outside service centre where they need pay fees for it. The Helping counter i.e. service centre provided at college is free of cost.</p>
Examination	<p>The College has separate Examination department equipped necessary for examination purpose. As per the</p>

requirement of Examination department all the necessary equipments are provided by the college such as Separate Desktop and Internet Facility for online procedure of Paper Downloading and other activities for exam purpose. The examination department has the separate Machine for printing the question papers during the internal examinations. As an affiliated college of Bangalore university and Bangalore central university various works like uploading the internal marks, paying examination fee by the students, generating halltickets, giving indent for question paper and answer sheets are done through online as per the university norms.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	JYOTHI	Comparative assessment of anti microbial, anti oxidants and phyto active potentiality in various extracts of colocas	BU	1300
2018	JYOTHI	National seminar on trans genders	GFGC Vijayanager	300
2018	K. RENUKA DEVI	conference on recent trends in zoology biodiversity genetics and environmental science	BU and IMRF	1000
2019	K. RENUKA DEVI	Global initiatives in agriculture and applied sciences	GIASE-2019	3000
2019	JYOTHI	Dynamics of intellectual property rights	Govt first grade college	250
2019	K. RENUKA DEVI	Soil moisture	NSSS-2019	3000

		and nest site preference in bumblebee conference		
2018	K. RENUKA DEVI	Conference on Agriculture technology at Ghaziabad UP	Agriculture technology	3000
2018	K. RENUKA DEVI	Advances in agricultural biological and applied sciences for sustainable future	Swamivivekanad subharti university	800
2018	JYOTHI	Antimicrobial property of bumble honey bee (national conference)	BU	1000
2018	JYOTHI	IABMS Annual summit and international association	Mangalore university BU	2000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	NIL	Virtuous people finish what they begin	14/09/2019	21/09/2019	0	5
2018	FDP	NIL	04/12/2018	04/12/2018	30	0
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty development programme	21	04/12/2018	04/12/2018	5
Faculty development	6	06/10/2018	06/10/2018	5

programme				
Orientation programme	35	28/07/2018	28/07/2018	3
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
11	11	5	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Employees Welfare fund	Employees Welfare fund	KRJS Scholarship

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

<p>The accounts and procedures of internal and external audit of finance are carried out by the head of the accounts team on daily basics (day to day) The audit of accounts and submission of income taxes are being carried out regularly each/ every year. There are no audit objections since the institution follows a best system controls in quotations, comparing the rates, purchase and approval at every stage of implementation and every approval are sanction by the head of the institution and HOD's of various department.</p>

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
KRJS MANAGEMENT	27300000	SALARIES OTHER EXPENSES
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	LIC	Yes	Examination committee
Administrative	Yes	KRJS	Yes	Principal

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

<p>Parents-teachers meeting with management Academic Improvement in students recognition of economically weaker students Planning to improve students overall</p>

6.5.3 – Development programmes for support staff (at least three)

<p>Training programme to improve the writing skills Training programme to improve the communication skills Training programme to improve the learning skills</p>
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

National and international conferences More Value added courses slow learners and advance learners classes

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	World Environment day Celebration	05/06/2018	05/06/2018	05/06/2018	50
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
GROOMING AND PERSONALITY DEVELOPMENT PROGRAM BY GILLETTE GUARD	06/08/2018	06/08/2018	0	60
WOMEN'S DAY	08/03/2019	08/03/2019	45	7

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	Yes	0
Ramp/Rails	Yes	0
Braille Software/facilities	Yes	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0
Special skill development for differently abled	No	0

students

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	22/12/2019	7	NSS	Cleaning ,seminal on agriculture, law rules and regulation	52
2019	1	1	02/08/2019	3	ECO CLUB	Afforestation, planting and water management	57

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Students code of conduct	12/06/2018	<p>Do's 1. Discipline and punctuality are integral to success, student should attend classes and laboratory on time. Action will be taken against habitual late-comers 2. Be regular in attending classes and laboratory session, students not having minimum 75 attendance will be barred from appearing in semester examination. Be a proud student of RJS FG College, come to the college in described uniform 3. Respect your fellow classmates, take up all assignments, tests and exams of the college</p> <p>Don'ts 1. Don't be a mute witness to a ragging, it is a criminal offence punishable under Indian penal code 2. Dont use a mobile phone in the</p>

campus 3. Don't use foul language within the campus. 4. No smoking or drinking alcohol or drugs in the campus

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Smile program	30/09/2018	30/09/2018	450
Yoga competition	31/12/2019	31/12/2019	45
Helped Flood victims in north Karnataka	17/08/2019	17/08/2019	30
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Celebration of Environmental Awareness programs such as 1. Plantation on campus 2 .Maintenance of waste disposable bins 3. Program on Plastic free Campus 4. By-cycle day 5. Celebration of World Environment day

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best practice 1: MASTER YOUR MIND 'Master your Mind' is a practice based on yoga and meditation. You start this with the help of a guru and slowly you become your own guru. Objectives: Learning and teaching are both psychological processes for which you need a disciplined mind. The sayings 'Mind is a monkey' and 'Mind is a magician', both are true. Mind can discover or invent and at the same time, it can destroy you, too. As far as results are concerned we expect a lot from the students this puts a lot of pressure on the genuine students and them over -use their mind. On the other hand, some students are too lazy to use their mind for studies. Both are wrong. Moreover, there are a lot of distractions in college life. Your emotions can play havoc with your mind. Hence, 'Master your mind'. Context: There was a time when distractions were less as far as a student is concerned. Now, we have the T.V, computer and the internet to distract you, one can get addicted to these things to such an extent that it can lead too mental depression and eventually to suicide. In the field of education, now, there is a lot of competition that the students are compelled to over-use their minds. Moreover, now there is a new brand of success gurus who encourage such trends. A mind oriented person cannot be healthy and cannot be happy. This does not mean that we should not use our mind. Students who do not use their mind for studies turn it to sex or drugs or gambling. Optimum use of your mind in the right area is that one has to achieve. The modern generation has an aversion towards religion and preaching. Religious influence and parental control has declined. Yoga is secular and in it no preaching is involved. Hence, 'Master Your Mind'. Practice: 'A healthy mind in a healthy body' they say. Mind and body can affect each other. Yoga is meant for both. Master your mind advocates 1. The right food 2. The right quantity of food 3. Enough use of water 4. Fresh air 5. Breathing exercise and 6. Corrective body postures and exercises. These 6 things will help you in the right meditation which will relax your body and mind. Although, the practitioners are taught the basics in the college, they are supposed to practice it at home during early hours on an empty stomach What exactly the guru teaches is the breathing exercise and the body postures. Pranayama is a rhythmic breathing exercise that helps you to keep your mind blank. In fact, our mind concentrates on nothing except the air that goes in and out. Evidence

of success: Certain things cannot be measured but can be felt. The following changes were seen in the students who practiced yoga regularly. a) Those who were restless became calmer. b) Some of them showed clear signs of becoming less violent c) Most important of all, most of them started showing greater interest in their studies. Problems encountered: We faced only one main problem, in this project. The students were supposed to practise yoga at home during early hours. We had no way to find out if they were doing it regularly.

In some cases, we noticed that some of them were not practicing it in the desired manner. Recommendations: 1. First year students should have at least one hour in a week for yoga in their time table. 2. There should be a permanent yoga teacher on a part time basis. 3. The college should conduct yoga practices for the general public too. Best practice: 2 Remedial Classes Remedial classes are meant for students who are weak in their studies. Students who score less than 40 in their internal exams are chosen for this. Students who have less than 50 attendance also can be included in this. Objectives: Most students have a normal IQ and all of them can do well in their studies. This is called the principle of equity. However, many students scoreless in IQ tests probably because the tests are not designed properly. So far, man has not succeeded in designing an IQ test that will measure a student's intelligence properly. It is one thing to measure one's intelligence and another to measure his knowledge.

Hence teachers have a tendency to underestimate a student's potential just because he hasn't studied what he was supposed to study. Remedial classes are meant to bring up the level of such students. Context: There are several challenges to be faced in this context. 1. Normally students are weak because of their weak foundation. 2. Some students although very intelligent, are very slow when it comes to writing. 3. Yet some others scoreless because of poor application. A weak foundation can have several reasons. Some students have a poor economic background and might have had a poor schooling. In some cases, the teachers are not trained or experienced enough to build up a proper foundation. In some cases, due to parental negligence. Some students who studied through the medium of their mother tongue can have a problem in higher studies because of language. Practice: The first step for remedial classes is to categorize the students. Normally they fall into 3 categories. 1. Weak foundation 2. Slow learners 3. Poor application For a layman, all those students may appear the same. A few tests will become necessary to categorize them. First Test: A short class can be conducted for about ten minutes. The lesson should be of the level of their class. An oral test should be conducted after that. Students who have a weak foundation will fail in this. Both the second category and the third category will pass in this test. Second Test: A written test for the same lesson should be given to the second category and third category together. The slow learners will fail in this. Hence, now we have the students in 3 categories. Once the diagnosis is done prescribing the medicine won't be difficult. 1. In the case of students who have a weak foundation, it is essential to teach them the basics. 2. In the case of slow learners, the teacher has to exhibit a very degree of patience and not lose temper under no circumstances. 3. In the case of students who are not ready to work hard the teacher has to take them to task. Here, the teacher has to be very firm and accept no excuses. While conducting the classes it was found that in some classes the same teacher could not handle all the categories due to their temperamental traits. In every case extra time, extra human resource and extra incentives become essential. Evidence of success: We have given our best within the resources available and the results are there for everyone to see.

There are some cases where the internal exams showed 50 results, University exams showed almost 100 results. Problems Encountered: It was not smooth sail all the way. We had to face mainly 3 problems: 1. Time Constraint 2. Human Resource 3. Incentives 1. Originally, the idea was to conduct these after college hours. It was psychologically wrong. No student wants to stay back after college hours. Poor attendance demotivates the teachers. However, we

succeed in conducting these classes well, after the preparatory exams. 2. In some cases, it was found that the same teacher could not handle all the 3 categories, simultaneously. Human resource management became difficult. 3. Since the students were not charged any extra fee, we could not give any incentive to the teachers. Recommendations: 1. We need full fledged faculty to train students. 2. Facilities should be provided by university, management and government.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://rjsfgc.edu.in/pdf/INSTITUTIONAL-BEST-PRACTICES.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

SMILE PROGRAM. 'Smile' is a programme arranged by our students, every year. It is meant for orphans and economically unprivileged children. Objectives: RJS First Grade College is one of the institutions run by KARNATAKA REDDY JANA SANGHA. Services to the society is one of its objectives, Smile is meant to bring happiness into the lives' of economically unprivileged children a day of happiness can help to change a child's attitude towards life. A child with the right attitude will be able to come out of poverty in his adulthood and can lead a good life. This programme helps to instil in our students the value of service to the society. This also teaches them that there is more happiness in giving rather than in taking. Help need not always be material help, even giving love and happiness can also be of great value. Context: Bangalore has been adjudged the most dynamic city in the world. This is a matter of pride for all bangaloreans. However, we can't overlook the fact that modernisation and urbanisation has its drawbacks, too. It goes without saying that the village life is more peaceful then the city life. Traffic problem, noise pollution, air pollution etc. are some of the problems that every city has to face. Hence entertainment or retreat becomes important for every city dweller. This is more important for children than for adults. Entertainment is expensive in Bangalore and economically unprivileged children cannot afford it. Hence, smile! Practice: Every year 10-15 orphanages register their names for this programme. Each orphanage is given in charge of a teacher, there will be one or two teachers to help each in -charge. These students are brought to the college on the programme day by the in charge assisted by our volunteers, from morning till evening, the children will participate in different competitions like running race, relay race, lemon and spoon, balloon bursting, drawing, singing, solo dance, group dance etc. The winners are given attractive prizes. In the afternoon, they are provided with lunch in a happy atmosphere. The food items are generally delicacies which children cherish. Each orphan is assigned a classroom and there will be a lot of merry making and sharing under the supervision of the in-charge. Once the programme is over the children are taken back to their respective orphanages in our college buses supervised by the in-charges. Evidence of success: The best evidence we have is the feedback given by the children themselves as well as the institutional heads. Another evidence is the smile we seen on the faces of these children which now we can see only in photographs. The student volunteers can vouch for the happiness they received by giving their love to these children. Problems encountered: As far as 'smile' is concerned we haven't faced any serious problems. In the initial yeas, we might have faced a little problem in selecting and getting in touch with the right institutions. Another problem we still face is in getting the right.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

1.To plan for new admission strategies 2.To prepare new academic semester calendar of events in consideration with Universities notifications 3.To conduct Orientation programme 4.To Focus on preparation of on time lesson plans and submission 5.To maintain Faculties work done dairy 6.To conduct Internal Evaluation of students' academic performance in the tests, 7.To conduct Academic enrichment activities such as expert classes and guest lectures 8.To conduct Environmental awareness programmes 9.To Organize workshop new technologies 10.To formally inaugurate Indian Red Cross society 11.To Organize Personality Development programmes 12.To Conduct Inter-class and Inter collegiate cultural activities 13.To conduct inter-class and inter-collegiate sports activities 14.To Organize seminars and workshops 15.To Organize Alumni associate programmes 16.To Organize Inter-collegiate yoga Competition 17.To Organize More Eco-Club activities 18.To Organize student initiative programmes 19.To Conduct PTA (Parent and Teacher's association meet) 20.To Conduct career enhancement activities 21.To organize National Science Day 22 To Organize Women Empowerment programme